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General and Administrative Information

Commission for Women

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1995

# 1994 - 1995 Networker Advisory Committee End of Year Report

Commission for Women

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NETWORKER ADVISORY COMMITTEE  
1994-95

END-OF-THE-YEAR REPORT

**Accomplishments:**

The Networker Advisory Committee established the function and mission of the publication and its goals:

**Function and Mission:** The function of the publication is to connect the Commission for Women with the faculty, staff, and student women of UTK. It is a communication tool that enables the sharing of information, ideas and concerns.

The mission of the publication is to keep women and men informed of the activities of the CFW and of the issues concerning women on campus.

**Goals:** The goals of the publication are to improve the connection with the audience; to increase the visibility of the CFW and its activities; to encourage submission to the Networker, dialogue and communication among women on campus.

The Committee established several standards for format and content of the publication:

Published three times annually: early fall (four pages), early spring (four pages) and early summer (two pages).

Each issue contains descriptive paragraph about the CFW; meeting information (date, time, place); names and phone numbers of all CFW committee chairs.

First issue of the academic year contains descriptions of all committee charges; list of all committee members.

Contents: report from chair; report from vice-chair; report from committee chairs; gender research forum; spotlight on a woman on campus; good news items; calendar of events of interest to audience; report from Women's Coordinating Council; report from Women's studies.

The Committee established publication procedures:

Publication is paid for by Diversity Resources and Educational Services.

CFW Graduate Assistant is in charge of publication and mailing.

Publication is mailed to all deans, directors and department heads; all women faculty and staff on campus, including systems employees at UTK; women faculty and staff on the Agricultural Campus; women faculty and staff at the social work branches in Nashville and Memphis. Although copies are not mailed to students, they are distributed through the

following offices: Re-Entry and Non-Traditional Students; Residence Halls; Dean of Students; University Center Information Desk; Women's Center.

The Committee published and distributed three issues of the Networker. The Committee encouraged submissions from all CFW members and encouraged communication with the audience by including contact names and phone numbers with articles published.

The Committee worked with the Executive Director of the Publications Center to publish the Networker on the World Wide Web. Current and past issues will be available to people on- and off-campus who are interested in the CFW.

#### **Action Items for 1995-96:**

The Committee recommends the following for inclusion next year:

- Article on the recipients of the 1995 Women of Achievement Awards.

- Article by the participant in the Summer Institute (sponsored by the CFW) on her experiences.

- Articles on breast cancer awareness to coordinate with breast cancer screenings offered on campus.

The Committee recommends the following issues for consideration next year:

- Improve the process of obtaining mailing labels so as to eliminate duplicate mailings.

- Improve the process of distributing publication to students. Identify additional avenues to make publication available to women students.

- Explore the possibility of a new logo and/or color scheme.

- Solicit responses from audience about publication. Perhaps include a box indicating that the Committee wants to hear from Networker readers about the publication.

- Continue to explore the opportunities provided by the World Wide Web. Take over the task of publishing each issue on the Web simultaneously with paper publication. Explore the possibility of including an e-mail address that interested readers can use to request additional information.